

State of Hawaii  
Department of Accounting and General Services  
Accounting Division

Instructions to State Departments and Agencies  
2016 State Single Audit Information

In accordance with Section 40-4, Hawaii Revised Statutes, and the Code of Federal Regulations (CFR) 2 CFR part 200, subpart F - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) (supersedes Circular A-133), we are requesting financial information to assist in the preparation of the State's Single Audit Report for the fiscal year ended June 30, 2016.

The following financial information is requested:

1. Department SEFA Data Sheet Package - See the 2016 SEFA Preparation Instructions.
2. Status of prior year's audit findings corrective action plan.
3. Written communications with Federal agencies that oversee expenditures be made available to CAFR auditors.

The financial information requested should be submitted to Adelyne A. Hayamoto at [adelyne.a.hayamoto@hawaii.gov](mailto:adelyne.a.hayamoto@hawaii.gov) by August 31, 2016. The 2016 SEFA Preparation Instructions, 2016 Department SEFA data sheet package, and Status of Prior Year's Audit Findings Corrective Action Plan template may be found at the Accounting Division's web page at <http://ags.hawaii.gov/accounting/>.

If you have any questions, please contact Wayne M. Horie, Accounting System Administrator, at 586-0600, or email at [wayne.m.horie@hawaii.gov](mailto:wayne.m.horie@hawaii.gov).